

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held at Horspath Village Hall**  
**on 2<sup>nd</sup> April 2024 at 7.30pm.**

**Present:** Mrs B Oakley (Chairman), Mr R Burgess, Mr L Coolman, Mrs P Cook, Mr I Harris, Mr P O'Brien, Mr E Parker, Mrs H Kogel (Clerk).

**Apologies** Mrs C Riley. Mr B Igoe.

**Absent:** Mr James-Lawrie (District Councillor), Mr Tim Bearder (County Councillor).

**Public:** 6

**59/24 APOLOGIES FOR ABSENCE.**

Apologies were made on behalf of Mrs Riley and Mr Igoe. Mr James-Lawrie and Mr Bearder were absent from the meeting. It was resolved to accept apologies from Mrs Riley and Mr Igoe.

**60/24 DECLARATION OF INTERESTS.** – None.

**61/24 EMERGENCY BUSINESS.** – None.

**62/24 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on Tuesday 5<sup>th</sup> March 2024 were agreed and signed by the Chairman.

**63/24 MATTERS ARISING.** – None.

**64/24 PLANNING APPLICATIONS.**

**P24/S0833/ 44 Gidley Way, Horspath (Householder)**

**HH** Construction of partial side extension, erection of roof structure over and link structure between existing and new roof to create enlarged living space. – **Councillors have no objections and recommend approval.**

**P23/S4227/ 59 Gidley Way, Horspath (Full Application)**

**FUL** Proposed demolition of existing garage and erection of dwelling with internal and external associated works (bat report submitted 13/3/24). - **Councillors uphold their comments submitted on 13/1/24, that this planning applications is an over-development of the site, it is back-land development and there are too many properties using one single driveway.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P23/S1847/ Dolce Domum, 15 Blenheim Road, Horspath (Householder)**

**HH** The addition of a first floor over existing dwelling with two storey extension to the north elevation (as amended by plans received 5/2/24 showing the front/side door on the elevation plan and as amended by new description 13/2/24). – **Granted.**

**65/24 CLERK'S UPDATE.**

**FOI Request/ICO** – No further update available.

**20mph Speed Limits** – OCC recommend that the eastern end of Cuddesdon Road remains at 30mph as it is not suitable for 20mph. The request for 40mph on Oxford Road has been passed to the traffic team.

Councillors agreed that there are several rural roads that have had 20mph installed, so this should apply to Cuddesdon Road. The Clerk will inform OCC.

**Oxford Bus Company** – A letter has been sent requesting an additional stop at Cowley Retail Park. Oxford Bus Company has stated that they are unable to accommodate this request due to the additional time that it would take to both enter and exit the retail park in the timetable which this service operates.

**CIL Funding Boost** – The Clerk will submit the expression of interest form.

**Data Protection** – A copy of all information received was circulated to all Councillors. Councillors agreed to adopt all policies that have been provided.

**Land for sale on Oxford Road** – The Clerk circulated the reply from the owner of the land. Mrs Oakley stated that HPC offered a fair price for the land that has been declined. Councillors agreed that the offer price will not be increased.

#### **66/24 NEW VILLAGE HALL.**

Mr O'Brien confirmed that the pre-application has been applied for, at a cost of around £1060.00, including a 50% discount. Mr O'Brien suggested that the new village hall be pushed back to encroach part of the Scout Hut and then part of the demolished Scout Hut could be a play area. This is only a pre-application to establish what information will be required.

#### **67/24 NEW BUS SHELTER/REPAIRS TO EXISTING BUS SHELTER.**

Mrs Oakley reported that the repairs to the pillars have now been carried out. Mrs Oakley has received a quotation from the same contractor for £390.00 to paint the roof in the bus shelter to cover the graffiti. Mr Harris and Mr Hamlet stated that the repairs carried out are not up to standard. Mr O'Brien agreed to inspect the repairs and report back. Mrs Oakley will inform the contractor.

#### **68/24 MANOR DRIVE FOOTPATH.**

Mrs Oakley stated that a quotation to tarmac the footpath has been received and two other quotations have been requested. Mrs Oakley stated that OCC has said that the maintenance of the footpath is not their responsibility. It was agreed to wait for the two other quotations to be received.

#### **69/24 CYCLE SPEEDWAY – Draft Lease for signing now received.**

No further update is available. Mr Coolman stated that HPC has paid the legal costs for the lease to be drafted, and asked if Cycle Speedway will be signing the lease. The Clerk will contact Mr Clarke.

#### **70/24 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.**

Mrs Oakley stated that District Councillor Mr James-Lawrie was elected 11 months ago and has only attended one HPC meeting. Mr O'Brien stated that he was correct with regards to the comments made to County Councillor, Mr Bearder in September 2023.

#### **71/24 CORRESPONDENCE.**

- a. NALC – Chief Executive's Bulletin. – 7/3/24, 14/3/24, 21/3/24, 28/3/24. – (Circulated via email).
- b. SODC. – Didcot Wave flexes new gym renovation. – (Circulated via email).
- c. Bioabundance. – Regional Nature Park. – (Circulated via email).
- d. RSN. - The Rural Funding Digest March 2024. – (Circulated via email).
- e. NALC. – Newsletter 6/3/24, 13/3/24, 20/3/24, 27/3/24. - (Circulated via email).
- f. NALC. – Events 5/3/24, 12/3/24, 19/3/24, 26/3/24. (Circulated via email).
- g. RSN. - The Rural Bulletin. – 5/3/24, 12/3/24, 19/3/24, 26/3/24. – (Circulated via email).
- h. Bioabundance. – Ecology and the SODC Local Plan. – (Circulated via email).
- i. SODC. – Council reaffirms its commitment to supporting people seeking sanctuary. – (Circulated via email).

- j. SODC. – Compost Giveaway 17/3/24. – (Circulated via email).
- k. Open Spaces Society. – February updates. – (Circulated via email).
- l. SODC. – Enjoy fun for all the family this Easter. – (Circulated via email).
- m. Bioabundance. – Sewage, Reborn Nature Park, Parish Environmental Co-ordinators. – (Circulated via email).
- n. OALC. – Oxfordshire County Council Day. – (Circulated via email).
- o. East West Rail Company. – Land Interest Questionnaires. – (Circulated via email).
- p. Ms Parsons. – Pedestrian Crossing. – (Circulated via email). – **To be discussed at the APM.**
- q. Mr Aries. – Lane to the Churchyard. – (Circulated via email). – **Mrs Oakley reported to Mr Lowe.**
- r. OCC. – Customer Experience Strategy Engagement. – (Circulated via email).
- s. Morland House Surgery. – March Newsletter. – (Circulated via email).
- t. Oxford Aviation Services. – London Oxford Airport airspace change proposal. – (Circulated via email).
- u. Community First Oxfordshire. – Newsletter. – (Circulated via email).
- v. SODC. – Help shape the future of sporting and leisure facilities. – (Circulated via email).
- w. SODC. – Taxi drivers pay the price for operating illegally at Henley Regatta. – (Circulated via email).
- x. SODC. – Go compost crazy for food waste action week. – (Circulated via email).
- y. CPRE. – Request to help CPRE Oxfordshire recruit volunteers. – (Circulated via email).
- z. SODC. – South News March 2024. - (Circulated via email).
- aa. SODC. – Oxfordshire awarded £3.6 million to triple public electric vehicle charging provision by 2025. – (Circulated via email).
- bb. Bioabundance. – Reverting to Victorian conditions. – (Circulated via email).
- cc. Oxford Preservation Trust. – Awards 2024 are open. – (Circulated via email).
- dd. Bioabundance. – Open letter to Mark Stone Re: Sewage & Development. – (Circulated via email).
- ee. TVP. – Letter from TVP and Crime Commissioner. – (Circulated via email).
- ff. Cllr Tim Bearder. – Car Clubs & EV chargers. – (Circulated via email).
- gg. SODC. – Police & Crime Commissioner for Thames Valley Election 2/5/24. – (Circulated via email).
- hh. SODC. – Residents urged to sign up for polling station work in South Oxfordshire. – (Circulated via email).
- ii. TVP. – Police & Crime Bulletin March 2024. – (Circulated via email).
- jj. OALC. – Talking Tables 16/5/24. – (Circulated via email).
- kk. Didcot Town Council. – Didcot Mayor Making. – (Circulated via email).
- ll. East West Rail Company. – Land Interest Questionnaires FAQ. – (Circulated via email).
- mm. Citizens Advice Oxfordshire. – Article on debt and negative budgets. – (Circulated via email).
- nn. OCC. – EV Microhub update. – (Circulated via email). – **Noted.**
- oo. MAC Traffic Solutions. – Enhancing Road Safety. – (Circulated via email). – **Noted.**
- pp. SODC. – Choose your next Police & Crime Commissioner. – (Circulated via email).
- qq. Sustrans. – Horspath to Wheatley Walking & Cycling Improvements. – (Circulated via email). – **Mrs Oakley and Mrs Cook previously attended a meeting with Sustrans who want to change the cycling route through Horspath, and suggested that bollards are installed on the slope of Butts Road to stop the traffic. Mrs Oakley stated that HPC is not in favour of bollards. Mrs Oakley and Mrs Cook will attend the consultation events due to be held in April.**
- rr. CPRE. – March Newsletter. – (Circulated via email).
- ss. Mr Harris. – Email regarding Oxford City Council’s consultation on new byelaws proposed for parks including Shotover. – (Circulated via email). – **The Clerk stated that HPC has not received any information relating to the consultation.**  
*\* original held by the Clerk, copy available on request.*  
*# displayed on Village Hall & village noticeboards.*

**72/24 PAYMENTS.**

<b>Paid by</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
BACS	Nest 7.3.24	Pension Contributions		75.24
BACS	Nest 20.3.24	Pension Contributions		173.20
BACS	Inty Ltd	Email Address Fee 8.3.24		7.06
BACS	OALC	Annual Subscription	51.53	309.18
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (7482)	12.13	72.79
BACS	Mrs Hayley Kogel	Home Office March 2024 Stationery		30.00 90.49
BACS	Mrs Hayley Kogel	Salary 24/2/24 – 24/3/24, Inc salary increase back pay to April 2023		2323.89
BACS	Mr P Aries	Bus Shelter Maintenance Dec/Jan 24		120.00
BACS	Tetbury Accounting Ltd	Annual Payroll Fees	48.00	240.00
BACS	Alan Stone Engineers	Tractor & Topper service	36.33	218.00
BACS	JJ Bark	Wheel horse tractor service	86.56	519.36
BACS	Oxford Direct Services	Repairs to Play Area		530.00
BACS	HMRC	Employer Contributions		1413.27
BACS	Mr P Aries	Bus Shelter Maintenance Feb/Mar 24		120.00
BACS	OPFA	Annual Subscription		47.00
		<b>TOTAL</b>	<b>234.55</b>	<b>6289.48</b>

Councillors approved payment of two invoices to Mr Gray for grass cutting.

**Bank balances as of 28.3.24 - £22,772.49**

**Payments were authorised by Mrs Oakley and Mr Burgess.**

Mrs Oakley reported that a previous Councillor gave Mr Gray authorisation to arrange for any repairs required on the mower to be carried out. Mr Burgess stated that the mower is 20+ years old and JJ Bark informed him that the mower is old and is worn out, and should have a safety roll-bar and a flashing light fitted. Mrs Oakley stated that if the mower was unsafe JJ Bark/Alan Stone would have advised HPC. Mr Burgess stated that a new John Deer mower would cost around £16,000. Mrs Oakley will contact JJ Bark/Alan Stone to discuss the safety of the mowers. Mr Coolman suggested that we look at a new mower for next season.

**73/24 RECEIPTS.**

<b>Date</b>	<b>Received from</b>	<b>Details</b>	<b>Total £</b>
6.3.24	Horspath Nursery	Annual Rent	200.00
4.3.24	Barclays Bank	Interest	119.28
		<b>TOTAL</b>	<b>319.28</b>

**HORSPATH RECREATION ACCOUNT.**

<b>Date</b>	<b>Received from</b>	<b>Details</b>	<b>Total £</b>
26.3.24	S T Properties Ltd	Quarterly rent for Chequers Car Park	712.50
		<b>TOTAL</b>	<b>712.50</b>

**74/24 AOB.**

- a. Mr O'Brien stated asked how long ago HPC wrote to SODC Enforcement Department regarding enforcements in Horspath. Mrs Oakley stated that it was around 2 months ago, and no update has been received. Mr O'Brien asked for a further letter to be sent to SODC and suggested a letter every two weeks

until we receive an update. Mr Parker stated that there are currently 3 active enforcement notices in Horspath, 2 have been appealed and one to be enforced by the end of September 2024. Mrs Oakley and Mr Parker will check the details of the letter received from SODC.

- b. Mr Parker asked if the new play area is HPC or HSPC? Mrs Oakley stated that the Clerk will submit an expression of interest form to apply for funding, but additional funding would also be required by either applying for grants from other organisations or HSPC. Mrs Oakley stated that a quotation has been received for the new play area and the company will supply large scale drawings in time for the APM. The new play area will move to the other side of the track and will be fenced. Mrs Oakley confirmed that the new play area will be disabled friendly. Mr Parker stated that due to the cost, the proposals should be presented to the residents in the village for approval. Mrs Oakley stated that this is the third time she has tried to progress plans for a new play area that is fit for purpose and up to safety standards, but this comes at a very high cost. Mrs Oakley stated that the company have installed the play area at Brill.
- c. Mr Burgess stated that there is a large pothole in the Chequers Inn Car Park and it is the landlord's responsibility to carry out the repair.  
Mr Burgess asked if there is an update about Councillors being issued with individual HPC email addresses. The Clerk stated that this has been raised in the recent communication from Breakthrough Communications. It was agreed that this will be discussed at the next meeting.

Public:

- d. Mr Aries stated that he has never been requested to vote for the Crime & Commissioner post on 2<sup>nd</sup> May 2024. Mrs Oakley stated that there are 3 candidates, 1 of who is Mr Bearder.
- e. Mr Hamlet asked if the boilers in the Village Hall are broken as it has been very cold in the hall the last two meetings. Mrs Oakley confirmed that the heating is on. The Village Hall should have had a deep clean last month.  
Mr Hamlet suggested that HPC claims the portable toilet that has been left in the car park for several years. It could be located by the Scout Hut with a lock and could be hired out at £100 a month. Mrs Oakley stated that she has reported it to Thames Water several times and the Clerk wrote last month but to date no reply has been received. Mr Parker stated that HPC cannot claim it as it is not our property. Mrs Oakley stated that this will be discussed at the next meeting.  
Mrs Oakley stated that there is a large hole next to a broken drain by the bollards on the Village Green which has started to subside. This was reported to Thames Water and OCC. Thames Water attended the site within 2 hours but it is not their responsibility. OCC attended the site 4 days later, put a yellow board across the hole and informed Mrs Oakley that it had been fixed. A resident put bollards around the hole, and it is now two weeks later and the repair has still not been carried out.  
Mr Hamlet reported 6 cars in the Village Hall car park that do not move and have been there for at least four weeks, 2 of which have flat tyres. Mr Hamlet suggested that notices are put on the cars giving 24 hours' notice to remove from the car park. Mrs Oakley will pass details of the cars to the Clerk so that they can be reported to SODC.
- f. Mr Hamlet stated that he is pleased that HPC did not enter into the social media posts over the weekend.  
Mrs Walker reported that numbers 34 & 43 Blenheim Road have problems with deliveries and also the collection of dustbins, and requested that a sign is installed directing to certain house numbers.  
Mrs Walker stated that Thames Water dug a hole by her property at Common Hill to repair a leak and have stated that it will be finished on 4<sup>th</sup> April 2024. Mrs Walker stated that there was no evidence of a leak but the hole has now filled with rain water. Mrs Oakley stated that a resident has reported a leak at Butts Road.
- g. Mr Hofen informed Councillors that Max Eason's funeral will take place on 9<sup>th</sup> April 2024.  
Horspath Cricket Club have a big work committee working at the weekend to carry out a general tidy.

Mrs Oakley reminded Councillors and members of the public that the APM will take place on Wednesday 24<sup>th</sup> April 2024 at 7.30pm.

**75/24 DATE OF NEXT MEETINGS.**

- Parish Council Planning Meeting – Tuesday 16<sup>th</sup> April 2024 (To be confirmed).
- Horspath Parish Council Meeting – Tuesday 7<sup>th</sup> May 2024 at 7.30pm
- Horspath Annual Parish Meeting – Wednesday 24<sup>th</sup> April 2024 at 7.30pm

Signed..... Date.....